Unknown

From: Perez, Linda J (GOV) [linda.perez@alaska.gov]
Sent: Saturday, June 23, 2007 1:20 PM
To: gov.sarah@yahoo.com
Cc: Tibbles; Michael A (GOV); Nizich; Michael A (GOV); Perry; Kristina Y (GOV); Fenumiai; Gail M (GOV)
Subject: RE: Coffee

Hello Governor,

You do not need my permission to use the state credit card. We just need to know what you've used the card for to post a charge correctly, and we'll get that information from your secretary or whomever when we need it. Please feel free to check with me anytime you want to, but you certainly aren't required to. You may also just may note what a charge is for on the back of the receipt and have staff send it to us. If you use the card for a personal rather than state or official charge, we will simply request reimbursement when appropriate.

Thank you Governor,

Linda

-----Original Message-----

From: Spencer, Kari L (GOV)

Sent: Friday, June 22, 2007 10:43 AM

To: gov.sarah@yahoo.com; Tibbles, Michael A (GOV); Nizich, Michael A (GOV); Perez, Linda J (GOV)

Subject: RE: Coffee

Okay, I'll figure out how to fix the address problem and I'll send this over to Linda!
Kari.

-----Original Message-----

From: gov.sarah@yahoo.com [mailto:gov.sarah@yahoo.com]

Sent: Friday, June 22, 2007 10:34 AM

To: Tibbles, Michael A (GOV); Nizich, Michael A (GOV)

Cc: Spencer, Kari L (GOV)

Subject: Coffee

I'm purchasing coffee for fire chief guy on state credit card - pls forward to linda perez for permission. I think it's a total of $20 - they're ringing up the coffee now.

It's $24 for the coffee card.

Kari I've lost addys in my blckberry - incl Lindas

Sent from my BlackBerry(r) device from Cellular One

Unknown

From: Perez, Linda J (GOV) [/O=SOA/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=LJPEREZ]
Sent: Saturday, June 23, 2007 1:20 PM
To: 'gov.sarah@yahoo.com'; fek9wnr@yahoo.com
Cc: Tibbles; Michael A (GOV); Nizich; Michael A (GOV); Spencer; Kari L (GOV); Fenumiai; Gail M (GOV)
Subject: RE: Meals

Hello Governor,

You certainly may use the state credit card to purchase meals. In Alaska, the daily meal allowance (per diem) is $60.00 per day and covers breakfast ($12.00), lunch ($16.00) and dinner ($32.00). Outside the state the allowance follows federal per diem and varies by location. You and Mr. Palin do not need to keep receipts for meals as we are only able to reimburse/pay the allowance amount. These meal allowance limits apply only to your personal meals. The specific meal "allowance" would not apply to the cost of your or the First Gentleman/family meals at official lunches or dinners, etc., that you, as Governor, may host while on travel status.

In travel status, you are entitled to the meal allowances except for in those instances where meals are provided... ie, if lunch is provided to you at an official event, your daily meal allowance reimbursement would be reduced by the lunch portion. If you use the state credit card for meals, when we process the TA close-out, we either pay you any additional eligible meal allowance or we deduct over-charges from other reimbursement checks. For example, if you charge $40.00 for meals on a given day you will be reimbursed an additional $20 for that day. If your state credit card meal charges are $70.00 for a day, we will deduct $10.00 from your overall reimbursements. We do need to know if the card charges include meals for other travelers in addition to yourself. That way we can include all eligible meal allowances when determining if additional meal allowance is to be reimbursed or if a portion of the charges need to be reduced from other or future reimbursements.

Governor, as you are the state employee and your duty station is Juneau, you are in travel status the entire time you are out of Juneau unless you advise us otherwise. For Mr. Palin and your family, if they travel on official business or in their official capacity as the First Family, we view them as being in travel status for: the duration of travel to and from an event and for the actual time spent at the event for meal allowance purposes (unless the meal was provided.) As requested, we have not paid any meal allowances for your daughters to date. But as I mentioned to Mr. Palin, at any time you or Mr. Palin request, we will calculate and pay applicable meal allowances for any of your daughters' trips.

For Mr. Palin's official travel we are reimbursing for meal allowances when we receive enough information to close out the TA. I believe we are 'batching' Mr. Palin's reimbursements so each trip does not generate a check but rather one check for several trips. I would be happy to provide a breakdown of what's been reimbursed and what's still pending that we're aware of to date. On your travel and the family's travel, we're unable to complete final processing until my shop receives the travel schedules and trip specifics and in some instances we may still be waiting information to close out TAs. Anytime you do not want a meal reimbursement we've included on a TA, please just scratch it out when we send the TA to you for review and signature and we will adjust the payment calculations.

Sorry to be so long-winded. Please let me know if you want any further info or specific travel reimbursement breakdowns, etc.

Thank you,

Linda

-----Original Message-----

From: Spencer, Kari L (GOV)

Sent: Tuesday, June 19, 2007 12:53 PM

To: Perez, Linda J (GOV); Fenumiai, Gail M (GOV)

Subject: FW: Meals

-----Original Message-----

From: Palin, Sarah (GOV sponsored)

Sent: Tuesday, June 19, 2007 12:34 PM

To: Spencer, Kari L (GOV)

Cc: 'fek9wnr@yahoo.com'; Tibbles, Michael A (GOV)

Subject: Meals

Kari - pls forward to Linda Perez:

Am I supposed to be charging meals while I am away from Juneau? Or does per diem cover my meals - I haven't charged any meals to the state, just a couple of coffees while Outside during these six months in office. Am I doing this right?

What about Todd's meals if he's traveling for First Gentlemen duties? Is the intent for his per diem to cover meals entirely, or was he to have been keeping receipts for reimbursements? What about family?

I'd like to be real clear especially going into July where we've been asked if we can be away from Gov's House during renovations.

Thanks Linda- sorry to bug you about policy I'm still not clear on.

Thanks! SP